

**CITY OF GUSTAVUS  
PROJECT SCOPING and DEVELOPMENT FORM**

**DISPOSAL & RECYCLING CENTER  
SOLID WASTE MANAGEMENT, FACILITY PLANNING AND LANDFILL  
CLOSURE PLAN PROJECT – PLANNING FOR A NEW MODEL OF WASTE  
HANDLING IN GUSTAVUS  
FY2017 & FY2018 project extension (Part 2)**

**Part 1. Project Identification**

Name of project: **Solid Waste Management and Facility Planning**

Disposal & Recycling Center (DRC) Staff Contact: Paul Berry S.C.

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**Part 2. Project scope:**

1. What is the project?

Gustavus has a unique solid waste facility and a high recycling rate unheard of in small rural Alaskan communities. To maintain this distinction we need to improve our buildings, infrastructure and our work areas in a way that promotes both the efficiency and sustainability of our operation but also makes the DRC a great place to work and an enjoyable place for the public to do their recycling. Equally important is the need to maximize the lifespan of our available landfill area so as to avoid a disposal crisis in the future.

This multi-year planning project addresses six main areas and several additional subsidiary areas (prioritized list):

1. Safety and efficiency improvements to the current facility;
2. Managing the remaining landfill space;
3. Improvements to the food waste composting operation;
4. Greater integration between the Community Chest and the DRC
5. How to implement a transfer station at the DRC;
6. Landfill Closure Plan revision

For a list of prior solid waste planning documents, ADEC solid waste disposal permits (up to the current time including documents from the former Gustavus Community Association) see “A Report: What was done in FY2015 - FY2016 (the first two years) Goals for FY2017 – FY2018 (the next two years)”.

One subject that will not be addressed by this project is moving the existing DRC facility. This subject was thoroughly addressed by the DRC Committee and culminated in the August 8<sup>th</sup>, 2007 report Gustavus Disposal and Recycling Center Committee Scoping Document for Moving One or More Functions of the DRC. The proposed solution was to move one or more functions of the DRC to the State of Alaska property known as the “Airport Triangle”, a parcel of DNR property between Wilson Road and the Airport. This report was not well received by the Department of Transportation and the Federal Aviation

Administration. (see September 10<sup>th</sup>, 2007 letter to Mayor Marchbanks from Malcolm Menzies ADOT Regional Director)

2. Why is the project needed?

Please see the July 2016 report as presented at the August 8<sup>th</sup> General Meeting of the Council..

3. Where did the idea for this project originate?

DRC Manager/ Operator Paul Berry.

4. Is this project part of a larger plan?

This project has elements mentioned in the 2005 Gustavus Strategic Plan.

5. What is your time line for project planning?

Because of the large scope of this project, planning it is scheduled to occur over several years.

6. What is your budget for the planning process?

See Part 5

Will you be using a consultant?

Yes, professional help with new solid waste management and facility plan is essential.

7. What is your rough estimate of the total cost of the planning and final product? In June of 2014 the costs for planning were estimated to be \$70,000. Cost for final product is not known at this time.

### **Parts 3., 4., 5., 6. Project Investigation and Development**

Parts 3.- 6. refer to social, environmental, and financial impacts of various options. These questions will help you document your consideration of alternatives and your choice of the option providing the best value for the community. Your goal is to generate alternatives and to make a recommendation from among them. Return to Part 3., "Summary" after applying Parts 4. - 6.

#### **Summary:**

1. What alternative approaches or solutions were considered? Make a business case for your top two or three options by discussing how effectively each would fulfill the project goals, and by comparing the economic, social, and environmental costs vs. benefits for each one.

The no-action alternative would be the continuing series of short term fixes to existing problems, without reference to an overall plan for the future. The initial cost would be lower than developing a new facility or methodology, but the cost of making the changes down the line, when there are no options, will likely be much greater than if they had been addressed when first recognized. It is felt that a future Council facing a waste disposal crisis would have

less, and more costly options to consider and much less time to consider them in.

2. What solution was chosen as the best and why is it the best?

The proposed solution of drafting a new Solid Waste Management and Facility Plan is considered the best solution because it chooses to actively explore a new waste handling methodology and produce a tangible plan for the Council and community to consider before all the space available at the DRC for disposal is consumed.

3. Identify your funding source(s).

- How will the project be funded initially, and for its operating life?

Funding is anticipated to come from the City. The cost of construction and operating any preferred alternative would be addressed in the plan itself.

- Is there a matching fund requirement? Please provide details.

Not for the planning phase

#### Part 4. Environmental, Social, Financial Impacts

##### 1. Project Impacts Checklist

Will this project affect:	No	Yes (+/-)	Maybe
<b>Environmental quality?</b> (+ = impact is beneficial; - = harmful)			
• Climate change		+	
• Streams/groundwater quality		+	
• Air quality			X
• Soils/land quality		+	
• Fish/wildlife habitat, populations	X		
• Plant Resources (timber, firewood, berries, etc)			X
• Invasive or pest species			X
• Neighborhood character		+/-	
• Noise or other environmental impacts		+/-	
• Environmental sustainability		+	
• Hazardous substances use		+	
• Community waste stream		+	
• Light pollution at night	X		
<b>Recreational opportunities?</b>			
• Public land use and access			X
• Trails/waterways		+	

• Parks		+	
• Public assembly/activities	X		
<b>Education/training/knowledge &amp; skill development?</b>		+	
<b>Public safety?</b>		+	
<b>Public health?</b>		+	
<b>Medical services?</b>	X		
<b>Emergency response?</b>	X		
<b>Economic performance &amp; sustainability?</b>		+	
• Employment of residents		+	
o Short-term (i.e. construction)		+	
o Long-term (operating and maintenance)		+	
• Cost of living reduction		+	
• Return on investment		+ non\$	
• Visitor opportunities/impressions/stays / purchases		+	
• Competitive business environment	X		
• Support for existing businesses		+	
• New business opportunities		+	
• Economic sustainability		+	
• Attractiveness of City to new residents/businesses		+	
<b>City government performance?</b>			
• Infrastructure quality/effectiveness/reach (more people)		+	
• Existing services		+	
• New services		+	
• Cost of City services		+	
• Tax income to City	X		
<b>Transportation?</b>			
• Air	X		
• Water	X		
• Roads	X		
<b>Communications?</b>			
• Internet	X		
• Phone	X		
• TV/radio	X		
<b>Other? (type in) impacts on neighbors (noise, odor, visual)</b>			

2. How does this project provide benefits or add value in multiple areas?

(e.g. benefits both to the environment and business performance.)

An improved, more attractive DRC facility, designed for noise abatement, will enhance the environment around the site. It will also provide for better public and staff safety, and will be more responsive to the waste stream disposal needs of both residents and businesses.

3. Are other projects related to or dependent on this project?

- Is this project dependent on other activities or actions?
- If yes, describe projects, action or activities specifying phases where appropriate.

This is a planning project. So any action based on the adoption of the plan by the Council would be effected by this project.

4. Will the project require additional infrastructure, activity, or staffing outside the immediate department or activity? (E.g. will the construction of a new facility require additional roads or road maintenance or more internal City staffing?)

No

5. What regulatory permits will be required and how will they be obtained?

For planning no permits are required. Any proposed changes to the existing facility would necessitate changes to the ADEC solid waste permit. This issue would be addressed as part of the planning process.

6. What are the estimated initial (e.g. construction) and continuing (operational) costs of the project?

Not known at this time.

Is an engineering design or construction estimate necessary?

Not known at this time.

Will operation of the project generate any revenue for the city such as sales and user fees, or new taxes? If so, how will the new revenue be collected?

The DRC as a "department" of the City and as income it charges user fees and has product sales. However, the DRC is a public service and not a commercial business resulting, generally, in a slight net loss in the operating budget.

Currently a portion of the community does not use the DRC, but it is hoped that an improved, attractive, and more efficient facility that combines the DRC and the Community Chest into one location will become the choice for a wider portion of the community, and with greater income from disposal fees we may be able to rely less on City taxes for operating costs.

## Part 5. Project Budget

### Proposed Budget Line Items

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
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Administrative	\$0.00	Personnel	\$0.00
Project management	\$0.00	Benefits	\$0.00
Land, structures, ROW, easements	\$0.00	Training	\$3,000.00
Design permitting and inspection	\$0.00	Travel	\$2,400.00
Site work	\$0.00	Equipment	\$0.00
Construction materials	\$0.00	Contractual	\$0.00
Construction labor	\$0.00	Supplies	\$0.00
Equipment	\$0.00	Utilities	\$0.00
Contingencies	\$0.00	Insurance	\$0.00
Other: Consultants	\$0.00	Other: Consultants	\$3,000.00
Other: Travel	\$0.00	Other:	\$0.00
Other: Training	\$0.00	Other:	\$0.00
Other: Public Outreach	\$0.00	Other:	\$0.00
Other: Travel	\$0.00	<b>Total direct costs</b>	<b>\$8,400.00</b>
<b>Total</b>	<b>\$0.00</b>	Indirect costs	\$0.00

**Budget notes:**

Updated Latest Estimate\* Budget Line Items Date: \_\_\_\_\_

Construction project Budget estimate	Cost	Operational budget estimate (annual)	Cost
Administrative	\$	Personnel	\$
Project management	\$	Benefits	\$
Land, structures, ROW, easements	\$	Training	\$
Design permitting and inspection	\$	Travel	\$
Site work	\$	Equipment	\$
Demolition and construction	\$	Contractual	\$
Waste disposal	\$	Supplies	\$
Equipment	\$	Utilities	\$
Contingencies	\$	Insurance	\$
Other (list)	\$	Repair & maintenance	\$
Other (list)	\$	Other (list)	\$
Other (list)	\$	Other (list)	\$
		Total direct costs	
		Indirect costs	

\* Use this form if there are significant budget changes during development of the project.

**Part 6. Jobs and training (required by some granting agencies)**

1. What service jobs will be needed for operation and maintenance?

To be determined in planning effort

2. How many full-time, permanent jobs will this project create or retain?  
Create/retain in 1-3 years  
Create/retain in 3-5 years
3. What training is necessary to prepare local residents for jobs on this project?  
In-house training in waste separation, recycling, composting, hazardous waste handling, processing, shipping and operating safety will be needed to train future workers.
4. How many local businesses will be affected by this project and how?  
Any business generating waste processed by the DRC will be affected by this project.

#### **Part 7. Business Plan (upon Council request)**

Upon Council request, please prepare a business plan for the operating phase of your leading option(s). Plans will differ according to the nature of the project.

#### **Part 8. Record of Project planning and development meetings**

1. Please document the manner in which public input was received.
  - Public comment on agenda items at committee or Council meeting
  - Special public hearing
  - Dates and attendance for the above.
  - Written comment from the public (please attach)
2. Please use the following chart to document committee meetings, Council reports, and so on. Did the committee make recommendations or requests? Did the Council make requests of the committee?

#### **Meeting record**

Event (Meeting of committee, Council report, etc.	Date	Minutes or record Attached? (yes/no)	Outcome Rec to Council, requested action of Council, etc.
DRC Committee	12/14/11	Minutes	
DRC Committee	12/19/11	Minutes	
City Council	01/12/12	Minutes	Resolution 2012-05
City Council	01/10/13	Minutes	Resolution 2013-05
City Council	06/09/14	Minutes	Resolution 2014-20

#### **Part 9. Feedback to the Council**

With the understanding that this form must be adapted to a variety of projects, please provide feedback on how the form worked for your committee. Thank you for your suggestions.